

# **Lewis County Homeland Security Committee (HSC)**

## **Meeting Minutes**

**May 17, 2006**

**City of Chehalis Community Services Conference Room  
25 SW Circle Ave., Chehalis, WA 98532**

Present: See attachment

**I and II.** Chairman Gary Hurley opened the meeting at 1:31 p.m. with introductions of members.

### **III. Approval of Minutes**

The minutes of the March 15, 2006 meeting were approved as presented. Motion made by Chief Civil Deputy Gene Seiber, seconded by Roger Schang. Motion carried unanimously.

### **IV. Committee Reports**

#### **A. Communications Subcommittee Report**

Chief Seiber briefed that the Communications Subcommittee was able to purchase 130 portable radios with the excess 2004 grant funds. All of the radios are being distributed to small fire districts and police departments in the county, as well as public works and one school. With the exception of three fire districts, all of the radios have been distributed.

Chief Seiber briefed that there may be some additional funds available from the Washington State 2003 grant. Lewis County may receive as much as \$70,000 from this grant. With the short timeline to get contracts and purchase items, only previously approved items can be purchased. Motorola HT1250 portable radios were the only items previously approved for Lewis County. The Subcommittee will purchase as many HT 1250 radios as they can with these funds.

Michael Strozyk briefed that the Crego to Dog Mountain project is about 85% installed. They are waiting on weather conditions to complete the installation.

Attempts to complete installation on the Burley Mountain site will be delayed for perhaps a month or two due to immense snow on the mountain.

The equipment for the Toledo project is on-hand and the installation will begin soon.

Michael is trying to fund another radio technician position to help with the increase of the normal workload. Once this position is staffed and trained, many projects will be completed faster.

Michael briefed that he is ready to order the additional HT1250 radios if funds become available from the state's 2003 grant. It will be a very short timeline to get contracts, order the radios, and get reimbursed before the possible deadline of June 30, 2006.

Michael presented a budget report of grant expenditures. The 2004 grant period ended April 30 with all funds expended. The only expenditures from the 2005 grant thus far are for the Coordinator position.

Michael also briefed that although Homeland Security grant funds are paying for a large portion of the communications project, Lewis County is also contributing funds for the project.

## **B. Region 3 Coordinator Report**

No Region 3 representative in attendance.

## **C. Lewis County Coordinator Report**

Morton and Toledo have received their MCI trailers and supplies that were funded by 2004 Region 3 set-aside funds.

The draft Region 3 Mutual Aid Agreement is back under revision. At the last Region 3 Committee meeting, many members voiced concern about the length and stringent guidelines of reimbursement contained in the original document.

The PPE lecture is almost complete. Instructors will soon have the material and begin teaching classes.

ICS 100 is a requirement for NIMS compliance this year. A lecture has been developed and a plan is being developed to teach classes.

No further word on the 2006 grant. Washington State will get its allocation in June, shortly after that allocations will trickle to the region and to the county.

## **V. Old Business:**

A. No old business.

## **VI. New Business**

### **A. Discussion on projects for the FY 05 Homeland Security Grant.**

There was discussion on projects for the grant. The Committee previously dedicated the grant funds toward continuing the communications project. The Communications Subcommittee will meet and determine any additional communications needs that might be fulfilled with the grant.

There was also discussion to consider projects submitted by Public Works in 2004. A request was made for all agencies to draft proposals for needs and submit them for consideration at the next meeting.

At the July meeting, all projects will be considered for funding.

### **B. Other New Business**

There was no other new business.

### **C. Next Meeting:**

The next Lewis County Homeland Security Committee meeting is scheduled for July 19, 2006.

## **VII. For The Good of the Order**

Joanne Schwartz briefed that the new City of Chehalis City Manager is in place. Joanne asked that Tim Brodt provide a synopsis of activities that the Lewis County Homeland Security Committee has accomplished so that she can brief the new city manager. Tim will send the synopsis to all members.

Audrey Hensiek briefed that Providence Hospital is still waiting for their radios to be hooked up.

## **Adjournment**

The meeting adjourned at 2:13 p.m.

**Action Items/Assignments:**

<b><u>LCHSC</u> Item/Action</b>	<b>Responsible Staff</b>
<i>Members provide proposals for any needs they want funded from the FY 05 grant.</i>	<i>Committee</i>
<i>Provide a synopsis of Committee activities</i>	<i>Tim Brodt</i>

**Attendance Record****For: Meeting – May 17, 2006****Committee Members:**

<b>Y/N</b>	<b>Name</b>	<b>Discipline Represented</b>
X	Ross McDowell	Emergency Management – P
X	Tim Brodt	Emergency Management – A
	Dr. Patrick O’Neill	Emergency Medical Services - P
X	Chief Mike Kytta	Emergency Medical Services - A
X	Chief Jeff Jaques	Fire Services – P
X	Matt Hadaller	Fire Services – A
X	Joanne Schwartz	Governmental Administration - P
X	Michelle Whitten	Governmental Administration - A
X	Audrey Hensiek	Health Care – P
X	Laura Glass	Health Care – A
X	Chief Civil Deputy Gene Seiber	Law Enforcement - P
X	Chief John Boren	Law Enforcement - A
	Michaelle Fries	Private/Non-Profit Organizations - P
	Dale McDaniel	Private/Non-Profit Organizations - A
X	Steve Garrett	Public Health – P
	Tony Barrett	Public Health – A
X	John Wickert	Public Safety Communications - P
X	Michael Strozyk	Public Safety Communications - A
X	Roger Schang	Public Works – P
X	Gary Hurley	Public Works – A

**Others In Attendance:**

<b>Name</b>	<b>Agency/Position</b>
Gregg Smith	American Red Cross